



# USAID | AFGHANISTAN

FROM THE AMERICAN PEOPLE

November 30, 2005

Subject: Amendment # 1 to Solicitation No. RFP 306-06-005 APSO  
Afghanistan Infrastructure and Rehabilitation Program

Dear Offerors:

The purpose of this amendment is to: (1) revise Sections C.10, and K.5, (2) revise Section J. (List of Attachments) by adding Attachment J-13, Statement of Work for Sample Task Order for Energy Design/Build project and Attachment J-14 – Statement of Work for Sample Task Order for Road Design/Build project; (3) revise Section L to include instructions for submission of the above two sample task orders and other changes; and (4) revise Section M to include the two sample task orders as part of the evaluation and other changes.

Furthermore, although the initial cover letter and the pre-solicitation notice states that USAID plans to award one Indefinite Quantity (IQ) Cost Plus Fixed Fee (CPFF) type contract, USAID reserves the right to award more or none than the anticipated number, as stated in Section L.6(a) of the subject RFP. In addition, NAICS code as specified in the pre-solicitation is changed to as it appears in Section K.5 of the subject RFP as follows:

R – Professional, administrative, and management support services, 237990 – Other Heavy and Civil Engineering Construction.

Revisions and changes to the solicitation are specified in the attached amendment.

Sincerely,

Andrew Holland  
Supervisory Contracting Officer  
USAID/Afghanistan

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**SECTION C – DESCRIPTIONS/SPECIFICATIONS/STATEMENT OF WORK**

**SECTION 10, ILLUSTRATIVE FUNCTIONAL LABOR CATEGORY POSITIONS** is deleted in its entirety with the following in lieu thereof:

“Selected contractors shall furnish the services of individuals with the necessary education and/or relevant experience as required on each task order. The Contractor may use a mix of the illustrative positions included in Attachment J-3 that better meet the technical and contract management approach presented in each Task Order Proposal. USAID reserves the right to interview any key personnel proposed prior to placement in Afghanistan.

**SECTION K – REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS**

**SECTION 5, SMALL BUSINESS PROGRAM REPRESENTATIONS**, Paragraph (a)(1) NAICS code “277990” is deleted and replaced with “237990” in lieu thereof.

**SECTION J - LIST OF ATTACHMENTS**

Page J-1 is revised to include Attachment J-13 and J-14 as follows:

“ATTACHMENT J-13	SAMPLE TASK ORDER #2 FOR AN ENERGY DESIGN/BUILD PROJECT
ATTACHMENT J-14	SAMPLE TASK ORDER #3 FOR A ROAD DESIGN/BUILD PROJECT”

**ATTACHMENTS**

**“ATTACHMENT J – 13 SAMPLE TASK ORDER FOR AN ENERGY DESIGN/BUILD PROJECT**

ENERGY SECTOR: 220 kV TRANSMISSION SYSTEM FROM KAJAKAI TO KANDAHAR

**STATEMENT OF WORK**

**Section I - Objectives**

The objectives for this activity are to design and construct a single circuit 220 kV electricity transmission system from the Kajakai powerhouse to Kandahar. The transmission system is required to evacuate power from the Kajakai powerhouse, which is currently being upgraded by USAID. The Kajakai power plant is currently being upgraded from 33 MW to 51 MW, and will be complete in 2007.

An existing badly maintained 110 kV transmission system currently connects the Kajakai powerhouse to the surrounding areas of the Kajakai power plant, and the cities of Sangin, Lashkar Gah, Maywand, Pushmool, and Kandahar. Under another task order under this Contract, the 110 kV system will likely be upgraded, including upgrading of all existing substations. The existing 110 kV system is estimated to evacuate only 19 MW of power. After upgrades, the 110 kV system is expected to accommodate 38 MW of power from Kajakai, still short of the future 51 MW potential expected to be available when the Kajakai powerhouse upgrades are completed in 2007.

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A second powerhouse is also intended to be installed at Kajakai in the mid-term future for an additional 50-100 MW. Thus, a new 220 kV transmission line is required for both the 2007 requirements and future additional power requirements.

The 220 kV line is intended to be constructed parallel to the existing 110 kV line that currently connects Kajakai to Kandahar in order to minimize de-mining and rights-of-way issues.

## **Section II- Scope of Work**

Work under this task shall include the following:

Complete design and construction of a 220 kV 3-phase, international class transmission system, including:

1. Environmental Assessment;
2. De-mining and Security during field work and construction;
3. Right of way management, in coordination with the Ministry of Energy and Water;
4. Construction of substations at the following locations:
  - Kajakai powerhouse. 220 kV / 110 kV substation (existing – to be upgraded to accommodate 220 kV)
  - Kandahar – at Kabul Road (new)
  - Kandahar – Main Substation (existing – to be upgraded under this Task Order to 220 kV)
  - Kandahar – at Kandahar Road (new)
  - 220 kV – 110 kV junction at the existing junction on the existing 110 kV line to Lashkar Gah. (new)

All engineering work shall include basic engineering studies and detailed design that includes active and reactive power analysis for the entire 110/220 kV system. The necessary technical and management interfaces shall be engaged in order to ensure a technically feasible design for the 110/220 kV system as a whole, although this Task Order will involve the 220 kV system construction only. The design shall include provision for all active and reactive electrical transmission such that the 110/220 kV system functions as an integral system.

Some preliminary system demand information and surveys of the existing 110 kV substations and power lines have been collated by USAID and will be provided to the Contractor for his validation. This includes a feasibility report on the status of the existing substations, GPS locations of the existing substations and the 110 kV power lines.

The specifications for major materials and equipment will be to IEC standards and of sufficient detail to ensure quality supply.

The Design/Build Contractor shall be responsible for:

1. Methodology
2. Design Drawings
3. Submittal of Designs at 10%, 30%, 95% & 100% for Review/Approval
4. Specifications
5. All Procurement
6. All Construction
7. Quality Control
8. Independent Quality Assurance
9. Testing and Commissioning

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10. Guarantees
11. Assessment of the capability of Ministry of Energy and Water personnel for operation and maintenance of the 110/220 kV transmission system, maintenance of spare parts, and provision of training as required
12. Provision of Spare Parts and equipment recommended by the Engineer/Suppliers for O&M
13. All other aspects for a full and functioning 220 kV transmission system
14. Full Environmental Assessment, including resettlement analyses

Any scheduled downtime of the Kajakai powerhouse and/or substations shall be closely coordinated with the existing contractors responsible for the ongoing work at Kajakai, and approved by USAID. Downtime to any power transmission to the power grid shall be minimized.

### **Section III - Deliverables**

Deliverables will include, but not be limited to:

1. Subcontractor Selection Criteria
2. Contractor's Construction Manual
3. Construction Risk Management Program
4. Safety Program
5. Security Plan
6. Quality Control Program (QCP)
7. Quality Assurance Program (QAP)
8. Monthly Progress Reports, including expenditure information
9. Design Reports at 10%, 30%, 95% and 100%
10. QC and QA Plans
11. Daily Security/Incident Reports

Upon completion of the fully operational per 220 kV 3- phase, international class transmission system per approved plans and specifications, USAID and the Ministry of Energy and Water will issue a Final Acceptance Certificate in accordance with the approved plans and specifications and satisfactory compliance with all tests and commissioning requirements.

#### Reference Documents attached to this SOW:

1. Kandahar – 110 kV Transmission System: Drawings of Transmission System Proposed Substations prepared for AEAI, July 2005
2. Year 2005 Load Distribution, One Unit Operating at Kajakai.”

**ATTACHMENT J-14: SAMPLE TASK ORDER #3 FOR A ROAD DESIGN/BUILD PROJECT**

**TRANSPORT SECTOR: RECONSTRUCT THE ROAD FROM THE KANDAHAR-HERAT HIGHWAY (RING ROAD) TO KAJAKAI**

**STATEMENT OF WORK**

**Section I - Objectives**

The objectives for this activity are to design and construct a minor two-lane road from the Kandahar-Herat Highway, commonly referred to as the “Ring Road”, to Kajakai, Helmand Province, Afghanistan. The road is required to allow reliable, year-round access to the Kajakai community and specifically the Kajakai dam and powerhouse which is currently being upgraded by USAID. The Kajakai power plant is currently accessible by air and by a poorly maintained road that is not passable after heavy rain or snowmelt events.

The existing road alignment is hardly more than a track across the desert in many places, crossing a broad alluvial plain that is subject to seasonal flooding. Drainage structures are limited, and there is one bridge that crosses the Helmand River at the town of Sangin. The reconstructed road shall comply with the Ministry of Public Works’ Interim Road and Highway Standards, issued 21 March 2005. In general, this requires a 6-meter wide carriageway with 1 meter wide shoulders, and at a minimum a gravel surface from shoulder to shoulder. The surface may be upgraded to either Single Bituminous Surface Treatment or a Double Bituminous Surface Treatment. Because of the material and equipment required for the powerhouse upgrade that will be transported along this road, as well as to support further improvements to the road in the future, design traffic load HS20-44 (AASHTO 2002) shall apply to bridges, culverts and causeways.

A second, alternative alignment shall be evaluated for this project. The alternative alignment may be selected by the offeror, subject to the following requirements: It must provide a reasonably direct and economical route from the Ring Road to Kajakai, without exceeding the maximum gradients established by the MPW Interim Standards for a Minor Road; it shall originate from the Ring Road at a point no further west than the town of Girishk, approximately 90 Km west of the City of Kandahar; and it shall follow the general alignment of an existing road or track in order to minimize de-mining and rights-of-way issues. The final alignment for construction will be selected in consultation with the MPW and various security organizations, balancing the various considerations of cost (first cost and life cycle), security, and population served.

**Section II- Scope of Work**

Work under this Task Order shall include the following:

Complete design and construction of a minor road approximately 65-70 Km long including:

1. Environmental Assessment
2. De-mining and Security during field work and construction.
3. Right of way management, in coordination with the Ministry of Public Works.
4. Establishing vertical and horizontal alignments that comply with the MPW Interim Standards.
5. Construction of all required bridges, causeways and drainage works necessary to ensure that the road is passable year-round, assuming a reasonable level of maintenance.
  1. All bridges and causeways shall be designed in conformance with AASHTO 2002.
    - Traffic Load: AASHTO HS20-44
    - Wind Load AASHTO 3.15.2.1.3

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- Temperature difference 70 degrees C
- 2. Drainage culverts shall be sized for a 20 year storm event, but shall be a minimum 1 meter diameter pipe.
- 3. Any culverts provided to transport irrigation water may be sized based on maximum expected flows, but shall not be smaller than 0.5 meter diameter pipe.
- 4. Designs shall make maximum use of local materials.

Engineering work shall include basic engineering studies and detailed design that includes full design of the road section for the conditions expected along the proposed alignment, horizontal and vertical alignment within the general alignment of an existing road, and a complete analysis of the drainage along the alignment, to include any special requirements from “flash flooding” that may occur. The necessary technical and management interfaces shall be engaged in order to ensure a technically feasible design for the reconstructed road as a whole. The design shall include provision for upgrading the road surface to either a SBST or DBST system.

Some preliminary road alignments have been reviewed by USAID, but there is no survey or soils analysis data available. Review of open source information, such as that found in “Google Earth” is recommended for assessing the potential alignments and the topography of the region.

The specifications for materials to be incorporated into this road and the appurtenant structures should generally comply with AASHTO standards for construction of secondary roads.

The Design/Build Contractor shall be responsible for:

1. Methodology
2. Design Drawings
3. Submittal of Designs at 10%, 30%, 95% & 100% for Review/Approval
4. Specifications
5. All procurement
6. All Construction
7. Quality Control
8. Independent Quality Assurance
9. Materials Testing
10. Warranty of the completed works (one year after turn-over to the MPW)
11. Assessment of the capability of Ministry of Public Works personnel for operation and maintenance of the completed road, and provision of training as required.
12. Initial Environmental Assessment for each proposed route, and full analyses of the selected route.

Any scheduled closure of existing bridges must be approved by USAID, in consultation with MPW. Bypass roads shall be provided during construction to minimize impacts to traffic. The bypasses shall be two lanes wide and equal to or better than the existing road.

### **Section III - Deliverables**

Deliverables will include, but not be limited to:

1. Subcontractor Selection Criteria
2. Contractor’s Construction Manual
3. Construction Risk Management Program
4. Safety Program
5. Security Plan
6. Quality Control Program (QCP)
7. Quality Assurance Program (QAP)

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8. Monthly Progress Reports, including expenditure information (projected and actual).
9. Design Reports at 10%, 30%, 95% and 100%
10. QC and QA Plans
11. Daily Security/Incident Reports
12. An Outline Network Analysis of the Construction (upon selection, the construction sub shall provided a detailed construction schedule)

Reference Documents attached to this statement of work:

1. Islamic Republic of Afghanistan – Ministry of Public Works: Interim Road and Highway Standards, 21 March, 2005
2. Appendix A – Interim Road & Highway Standard in Afghanistan”



## **SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS**

### **SECTION L.6 GENERAL INSTRUCTIONS TO OFFERORS**

Add paragraph (g) as follows:

“(g) In order to further assist offerors in preparation of proposals, the following is the estimated budget breakdown for the estimated maximum contract ceiling for the Basic IQC of \$1.4 billion over the five year period:

General Contract Management and Administrative Support (Task Order 1):	\$111.3 Million
Energy and Natural Resources Sector Task Order(s):	\$758.0 Million
Transport Sector Task Order(s):	\$360.3 Million
Urban Development/Water & Sanitation Sector Task Order(s):	\$ 85.6 Million
Public Buildings Sector Task Order(s):	\$ 84.8 Million

### **SECTION L.7 DELIVERY INSTRUCTIONS**

The first paragraph on page L-6, should read as follows:

“(a) Receipt of Proposals

Proposals for the basic IQC, Task Orders No.1, sample Task Orders #2 for Energy design/build and #3 for Road design/build projects submitted in response to this RFP, must be received in the following manner:”

The second paragraph on page L-7, should read as follows:

“Technical and Cost/Business Proposals must be kept separate from each other one original and 5 copies for the basic QC, Task Order No.1, sample Task Orders #2 and #3 respectively. Technical Proposals must not make reference to pricing data in order that the technical evaluation may be made strictly on the basis of technical merit.”

### **SECTION L.10 INSTRUCTIONS FOR THE PREPARATION OF THE TECHNICAL PROPOSALS**

Section L.10 is replaced in its entirety with the following in lieu thereof:

#### **”L.10 INSTRUCTIONS FOR THE PREPARATION OF THE TECHNICAL PROPOSALS FOR TASK ORDER #1, SAMPLE TASK ORDERS FOR ENERGY AND ROAD**

All information required for the basic IQC Technical Proposal should not be repeated in the Technical Proposal for Task Order #1 and sample Task Orders #2 and #3.

Illustrative Task Orders #2 and #3 are sample task orders and will not be awarded simultaneously with the basic IQC and Task Order #1. USAID is requesting proposals in response to RFTOPs #2 and #3 for evaluation purposes only.

USAID is not expecting a full design and/or detailed cost estimates for the two illustrative design/build tasks. Instead, Offerors should submit their proposed technical and management approaches for implementation, mobilization/implementation schedule, and proposed team compositions including technical staff and subcontractors for sample Task Orders #2 and #3 (i.e. staff are not covered under Task Order #1). See below for more detailed instructions.

- (a) Offerors must organize Technical Proposals for Task Orders #1, #2, and #3 to follow the technical evaluation criteria listed in the corresponding portions of Section M.
- (b) Offerors are to present detailed information only when required by specific RFP instructions. The written Technical Proposal for Task Order #1 is limited to **50 pages** and shall be written in English. Technical Proposals for Task Orders #2 and #3 are limited to **20 pages**, respectively.

Note: A page in any Technical Proposal that contains a table, chart, graph, etc., not otherwise excluded below, is subject to the page limitations.

Not included in this page limitation are the following:

- Cover pages;
- Table of Contents;
- Dividers;
- Appendix attachments which contain biographical information (i.e., resumes and other documentation provided by the Offeror) for proposed candidates;
- Past Performance Report Short-Forms (Attachment is in Section J);
- Charts, such as Management Structure Organizational Chart(s).

All critical information from any appendices should be summarized in the Technical Proposal(s).

- (c) Technical Proposals for Task Orders #1, #2, and #3 shall include the information set forth below.

**(1) TECHNICAL UNDERSTANDING AND MANAGEMENT APPROACH (See Section M.)**

Offerors shall provide information to demonstrate their understanding of the technical requirements of the statement of work for Task Orders #1, #2, and #3 as specified in C.11, Attachment J-13, and Attachment J-14, respectively.

**(2) STAFFING PLAN & QUALIFICATION OF PROPOSED KEY PERSONNEL [See Section M.]**

Staffing

Offerors must propose **all key/essential** and other management, administrative, and support personnel required to implement Task Orders #1, #2, and #3 and to assure that efforts under these Task Orders will be integrated for effective and productive performance. This information must be presented in the respective Task Order Technical Proposals as a proposed staffing plan that clearly lists all proposed contract-funded personnel by organizational unit within each Task Order Team, position titles, employment categories (USN, TCN or CCN), and budgeted levels of effort. The list of illustrative functional labor categories required to ensure the successful performance of the Contractor under this Task Order is presented in Attachment J-3. Key Personnel are as listed as well. Offerors are encouraged to revise this list as appropriate to better meet their proposed technical and administrative approach.

In addition to the Chief-of-Party (COP), Team Leaders for Task Orders #1, #2, and #3 will be proposed. One of the Team Leaders may also serve as the Deputy COP.

Offeror shall minimize the use of expatriate staff by providing appropriate training programs for local staff to permit them to participate actively in the work and assume increasing levels of responsibility.

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Although Afghan team leaders are preferred, USAID realizes that Offerors may have difficulties locating local specialist qualified local personnel in the subject sectors. Offerors shall plan to promote qualified Afghans to Deputy Team Leaders. At some point, the senior Afghans should become Team Leaders. If proposed, a plan for staff transitions should be included in the Technical Proposal.

Offerors should seek to maximize the use of available and qualified Afghan technical expertise. Also, in maximising the benefits and sustainability of the Demobilization, Disarmament, and Reintegration (DDR) program in Afghanistan, it is essential that attempts are made to give priority to employing local entities – particularly those former Soldiers (ex-combatants) who participated in the DDR program. See Section H.26 on maximising use of local entities and preference of hiring ex-combatant Afghans.

Offerors shall submit a complete and current resume for the proposed candidate for each position. These resumes shall highlight information regarding project management responsibilities over the last three years. Offerors shall also submit three (3) recent references with contact information for similar work for each proposed candidate (from individuals not employed by the Prime/Subcontractors). A statement signed by all individuals proposed as key personnel confirming their present intention to serve in the stated position and their present availability to serve for the entire duration of Task Order #1. Offerors shall include such resumes, references, and statements as part of their Technical Proposal for Task Order #1 only. STATEMENTS FOR SAMPLE TASK ORDERS #2 AND #3 ARE NOT REQUIRED.

Please note that the staffing requirement for Task Order #1 is designed to cover the staffing for all five years of the project. Accordingly, unless some other task orders (such as illustrative Task Orders #2 and #3) require very specific technical specialists that were not included under the Task Order #1, there shall be no need for any staffing position. As part of the submission for this RFP, Offerors should propose any additional people they believe are needed for sample Task Orders #2 and #3. See Attachment J-13 for a full list of all the possible/illustrative functional labor categories.

## **SECTION L.11 INSTRUCTIONS FOR THE PREPARATION OF COST/BUSINESS PROPOSAL**

Section L.11 is replaced in its entirety with the following in lieu thereof:

### **“L.11 INSTRUCTIONS FOR THE PREPARATION OF THE COST/BUSINESS PROPOSAL**

Offerors shall submit Cost Proposals for Task Order #1, Task Order #2, and Task Order #3, all of which will be analyzed as part of the overall evaluation as indicated in Section M. Each of the Offerors' Task Order Cost Proposals should at a minimum include the following information and be organized in the manner described below. Note that only Subparagraph (b) applies to Task Orders #2 and #3. Note that for the basic IQC Business Proposal, no separate costs will be required although Offerors must submit other information for the basic IQC as described below. The requirements from Paragraph L.11 that apply to the basic IQC Business Proposal are as described below.

The estimated cost ceiling for Task Order #1 including fee, is \$111,300,000 for the entire five-year period. The estimated ceiling, including fee, for Task Order #2, the Energy Design/Build Project, is approximately \$27.8 million. The estimated ceiling, including fee, for Task Order #3, the Road Design/Build Project, is approximately \$29.7 million. Revealing the cost ceilings for Task Orders #1, #2, and #3 does not mean that Offerors should necessarily strive to meet the ceiling amount. Offerors must propose costs that they believe are realistic and reasonable for the work in accordance with their respective Task Order Technical Proposals.

**(a) Part 1 - Standard Form (SF) 33, RFP Page 1, "Solicitation, Offer and Award", Blocks 12-18 (applicable only to the basic IQC)**

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Offerors must submit the cover page (Section A) of this Solicitation [Standard Form (SF) 33, "Solicitation, Offer, and Award"], with Blocks 12 through 18 completed, with an original signature of a person authorized on behalf of the Offeror to sign the offer. Subparagraph (a) only applies to the basic IQC Business Proposal.

**(b) Part 2 - Proposed Costs/Prices (applicable only to Task Orders #1, #2, and #3)**

For evaluation purposes, Offerors shall provide a detailed cost-plus-fixed fee (CPFF) budget for Task Order #1 and supporting information in sufficient detail to allow a complete analysis of cost.

Offerors should submit cost proposals in response to illustrative Task Order #2 and Task Order #3 using the budget-line items specified below with a very general cost breakdown along with an explanation/rationale for the basis for the budget line item amounts. A fully detailed cost proposal is **not** required.

Offerors shall submit the following in support of the proposed budget for those 3 task orders stated above separately:

- i. AID Form 1420-17 - Contractor Employee Biographical Data Sheets (Attachment J-10) for all proposed candidates for Task Order #1, and illustrative Task Orders #2 and #3, supporting the proposed unburdened daily rate for each proposed candidate. This information will be considered as part of the Government's cost realism analysis.
- ii. Additional supporting budget documentation (as necessary), including travel quotations, historical cost information, profit/fee policy, etc. to substantiate all proposed costs. Offerors shall propose their ceiling on fixed fee for evaluation purposes. (See paragraph (f) below.)
- iii. The Prime's and subcontractors' NICRA information (as applicable) to support proposed indirect rates.
- iv. Ceiling on Fixed Fee: The Offeror shall propose a fixed fee ceiling percentage, which shall be applicable to all task orders. (The fixed fee ceiling will be incorporated in Section B of the basic IQC.)
- v. The following standard cost elements shall be included in the submission. **Individual subcontractors should include the same cost element breakdowns in their budgets as applicable.**

Proposed Budget for Task Order #1 – General Contract Management and Administrative Support Cost Element:

Total Direct Labor	
Salary and Wages	\$ _____
Fringe Benefits	\$ _____
Consultants	\$ _____
Travel, Transportation, and Per Diem	\$ _____
Equipment and Supplies	\$ _____
Subcontracts	\$ _____
Allowances	\$ _____
Workshops, Seminars, Conferences, Training & Study Tour*	\$ 1,700,000
Security for office and housing*	\$12,000,000
Other Direct Cost	\$ _____
Overhead	\$ _____

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G&A	\$ _____
Material Overhead	\$ _____
Total Estimated Cost	\$ _____
Fixed Fee	\$ _____
Total Est. Cost Plus Fixed Fee	\$ _____

Notes:

\* Plug figures to be included in the Cost Proposal

Proposed Budget for Task Order #2 - Energy Design/Build Project

Cost Element:

Complete design package preparation	\$ _____
220 KV Single Circuit line with 300 sq mm conductor	\$ _____
OPGW (Optical Powergrid Wire) & Associated Equipment	\$ _____
Installation and Commissioning	\$ _____
Security	\$2,000,000*
De-mining	\$1,500,000*
Overhead	\$ _____
G&A	\$ _____
Material Overhead	\$ _____
Total Estimated Cost	\$ _____
Fixed Fee	\$ _____
Total Est. Cost Plus Fixed Fee	\$ _____

Proposed Budget for Task Order #3 - Road Design/Build Project

Cost Element:

Complete design package preparation, including survey work, soils exploration & analysis	\$ _____
Two lane gravel road, full depth road section, with all appurtenances; includes all materials, plant and labor (Km)	\$ _____
Helman River Bridge at Sangin	\$ _____
Security	\$2,514,000*
De-mining	\$1,257,000*
Overhead	\$ _____
G&A	\$ _____
Material Overhead	\$ _____
Total Estimated Cost	\$ _____
Fixed Fee	\$ _____
Total Est. Cost Plus Fixed Fee	\$ _____

Notes:

\* Plug figures to be included in the Cost Proposal

**(2) Indirect Cost Information**

(i) The Offeror and each proposed major subcontractor shall include a complete copy of their most current Negotiated Indirect Cost Rate Agreement (NICRA) or other documentation from their cognizant Government Audit Agency, if any, stating the most recent final indirect cost rates. The proposal shall

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also include the name and address of the cognizant Government Audit Agency and the name and telephone number of the auditor.

(ii) If the Offeror or any major subcontractor(s) does not have a cognizant Government Audit Agency, audited balance sheets and profit and loss statements for the last two complete years, and the current year-to-date statements (or such lesser period of time if the Offeror is a newly-formed organization), must be included in the proposal. The profit and loss statements should include detail of the total cost of goods and services sold, including a listing of the various indirect administrative costs, and should be supplemented by information on the prime contractor's customary indirect cost allocation method, together with supporting computations of the basis for the indirect cost rate(s) proposed.

(iii) The Offeror shall propose indirect cost ceilings.

**(c) Part 3 - Representations, Certifications, and Other Statements of Offerors (applicable only to the basic IQC)**

The Offeror and each proposed subcontractor shall complete Section K, "Representations, Certifications, and Other Statements of Offeror", and sign and date on the last page in the space provided.

**(d) Part 4 - Policies and Procedures (applicable only to the basic IQC)**

If the Offeror does not have prior Federal contracting experience, submit a copy of its personnel policies, especially regarding salary and wage scales, fringe benefits, merit increases, promotions, leave, differentials, travel and per diem regulations, etc.

**(e) Part 5 - Subcontracting Plan (applicable only to the basic IQC and Task Order #1)**

If the Offeror is other than a small business, it must submit a Subcontracting Plan for the basic IQC and Task Order #1 (see Attachment in Section J). No Subcontracting Plan is required for Task Orders #2 and #3. Submitted Plans must address subcontracting with small business (SB), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. This basic IQC plan will be the equivalent of a master subcontracting plan for the overall IQC. Individual subcontracting plans (including the one submitted for Task Order #1) will also be included in each task order over \$500,000 for other than small businesses. (The contractor is required to submit each *approved* task order subcontracting plan to OSDBU.)

**Small Business Subcontracting Information**

Each Offeror shall provide a Small Business Subcontracting Plan as indicated above, and provide the information requested in Attachment J.11, describing:

1. Name of Subcontractor,
2. Types of Expertise Provided, and
3. Expected Percent (%) of total planned subcontracting dollars.

The Small Business Subcontracting Plan shall provide a **minimum** goal of at least 10 percent (%) of the overall value of the total planned subcontracting dollars under the contract. Individual task order subcontracting goals will be determined by the cognizant Contracting Officer for task orders over \$500,000.

Note: The information will also be reviewed as part of the technical evaluation.

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The offeror should demonstrate how the Offeror's Small Business Subcontracting Plan for the overall IQC contract will be made effective and operational, including:

- a. How the Offeror plans to meet the minimum goal of ten percent (10%) of the overall value of total planned subcontracting dollars, with small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.
- b. How the Offeror will monitor progress towards this goal and take corrective action(s), if necessary, and
- c. The anticipated percentage and kind or type of work expected to be completed by the appropriate subcontractors (Attachment J.11) for purposes of meeting the Offeror's Small Business Subcontracting Plan goals.

Note: The Offeror's Small Business Subcontracting Plan shall also be evaluated separately as part of the Cost/Business Management Proposal for compliance.

#### **Increasing Utilization of Service-Disabled Veteran Owned Small Businesses**

Offerors are also encouraged the identification of SDVOBs qualified to perform against appropriate items in this procurement plan utilizing the resources available in the Center for Veterans Enterprise resource database at [www.VetBiz.gov](http://www.VetBiz.gov).

#### **(f) Part 6 - Joint Venture Information (applicable only to the basic IQC)**

If two or more parties have formed a partnership or joint venture (see FAR Subpart 9.6), for the purposes of submitting a proposal under this Solicitation and, if selected, would perform the contract as a single entity, they must submit, as an attachment to the Cost/Business Proposal, the Corporate Charter, By-Laws, or Joint Venture or Partnership Agreement. In addition, the teaming arrangements must be identified, company relationships must be fully disclosed, and respective responsibilities and method of work must be expressly stipulated. The joint venture or partnership agreement must include a full discussion of the relationship between the organizations, including identification of the organization, which will have responsibility for negotiation of Task Orders under the resultant contract, which organization will have accounting responsibility, how work will be allocated, and profit or fee, if any, shared. In addition, the principles to the joint venture or partnership agreement must agree to be jointly and severally liable for the acts or omissions of the other.

#### **(g) Part 7 - Evidence of Responsibility (applicable only to the basic IQC)**

The Offeror must submit sufficient evidence of responsibility for the contracting officer to make an affirmative determination of responsibility pursuant to the requirements of FAR Subsection 9.104-1. If the Offeror fails to submit sufficient evidence for the contracting officer to make an affirmative determination of responsibility, then the contracting officer may make a determination of non-responsibility and be precluded from awarding a contract to that Offeror. However, in the case of a small business Offeror, the contracting officer will comply with FAR Subpart 19.6. Accordingly, prime Offerors should seriously address each element of responsibility. To be determined responsible, a prospective contractor must:

(1) Have adequate financial resources to perform the contract, or the ability to obtain them (see FAR 9.104-3(a));

(2) Be able to comply with the required or proposed delivery or performance schedule, taking into consideration all existing commercial and governmental commitments;

(3) Have a satisfactory performance record (See FAR 9.104-3(b) and Subpart 42.15). A prospective contractor shall not be determined responsible or non-responsible solely on the basis of a lack of relevant performance history, except as provided in FAR 9.104-2;

(4) Have a satisfactory record of integrity and business ethics;

(5) Have the necessary organization, experience, accounting and operational controls, and technical skills, or the ability to obtain them (including, as appropriate, such elements as production control procedures, property control systems, quality assurance measures, and safety programs applicable to materials to be produced or services to be performed by the prospective contractor and subcontractors). (See FAR 9.104-3(a));

(6) Have the necessary production, construction, and technical equipment and facilities, or the ability to obtain them (See FAR 9.104-3(a)); and

(7) Be otherwise qualified and eligible to receive an award under applicable laws and regulations (e.g., Equal Opportunity, Clean Air and Water, etc.).

**(h) Part 8 - Letters of Commitment (Major Subcontractors) (applicable only to the basic IQC and Task Order #1)**

The Cost/Business Proposal must include a letter, on subcontractor letterhead, and signed by an authorized representative of each subcontractor, which specifically indicates the subcontractor's agreement to be included in the Offeror's proposed teaming arrangement for the basic IQC and Task Order #1.

**(i) Part 9 - Information to Support Consent to Major Subcontractors (applicable only to the basic IQC and Task Order #1)**

The Offeror must address each of the elements in FAR 44.202-2 in order for proposed subcontractors to be considered by the contracting officer for consent of subcontractors to be granted with the initial award.

**(j) Part 10 - Information Concerning Work-Day, Work-Week, and Paid Absences (applicable only to the basic IQC and Task Order #1)**

(1) The Offeror and each proposed major subcontractor shall indicate the number of hours and days in its normal work-day and its normal work-week, both domestically and overseas, for employees and consultants. In addition, the Offeror and each proposed major subcontractor shall indicate how paid absences (U.S. holidays, local holidays, vacation and sick) shall be covered.

(2) A normal work-year, including paid absences (holidays, vacations, and sick leave) is 2,080 hours (260 days x 8 hours per day). However, some organizations do not have an 8-hour workday, and some accounting systems normally provide for direct recovery of paid absences by using a work-year of less than 2,080 hours to compute individuals' unburdened daily rates. The Offeror and major subcontractors shall describe their work day and work week policies.

(3) The work day and work week policies and the method of accounting for paid absences for the Offeror and major subcontractors in effect at time of award shall remain enforce throughout the period of the award.

**(k) Summary of USAID/Afghanistan Foreign Services National (FSN)-Local Compensation Plan**



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The range of FSN pay scale provided below is to be used for informative only for comparable positions. It is up the contractor to offer whatever benefits are offered by its policies and procedures and those required by the Host Government.”

Grade	Step 1	Step 13	Within Grade Increase*
FSN-12	\$25,568	\$34,772	\$767
FSN-11	\$23,244	\$31,608	\$697
FSN-10	\$20,440	\$27,796	\$613
FSN-9	\$12,841	\$17,461	\$385
FSN-8	\$11,398	\$15,502	\$342
FSN-7	\$9,409	\$12,793	\$282
FSN-6	\$7,605	\$10,341	\$228
FSN-5	\$6,378	\$8,670	\$191
FSN-4	\$5,767	\$7,843	\$173
FSN-3	\$4,854	\$6,606	\$146
FSN-2	\$4,096	\$5,449	\$123
FSN-1	\$3,724	\$5,068	\$112

\* Within Grade Increase or Increment amount between steps  
Gross salary above is set in US Dollars.  
Amounts above are for a Forty-hour per week Work Schedule.”

## **SECTION M - EVALUATION FACTORS FOR AWARD**

**Sections M.2 and M.4 are replaced in their entirety with the following:**

### **“M.2 TECHNICAL EVALUATION CRITERIA**

#### **M.2.a TECHNICAL EVALUATION CRITERIA FOR THE BASIC IQC (TOTAL OF 55 POINTS)**

The criteria listed below are presented by major category, so that Offerors will know which areas require emphasis in the preparation of information. Offerors should note that these criteria serve as the standard against which all technical information will be evaluated for the IQC Basic Contract and serve to identify the significant matters which Offerors should address. Within each category, sub-criteria are considered equal in importance.

##### **1. Technical Understanding & Management Approach (Total of 15 points)**

Each Offeror's discussion of the Technical Understanding and Management Approach will be evaluated based upon the following subcriteria:

- i. Approach to program implementation including mobilization, identification of critical program objectives, and a timetable of program implementation;
- ii. Understanding of the constraints to operating in the social, political, and security environment of Afghanistan; approach to coordination with national and local officials and leaders of Afghanistan, the U.S. Military, USAID, other USG agencies, other donors and international and local NGOs, and other USAID assistance providers;
- iii. Description of management structure, staffing, designation of key personnel and their roles, level of effort, relationship between home office and field staff and their respective authorities and degree to which Afghans are incorporated into management structure, including ex-combatants; and
- iv. Approach to selecting and managing subcontractors and construction activities including subcontracting with local/regional and Afghan firms (significant work) and approach to construction financing.

##### **2. Staffing Plan & Qualifications of Proposed Key Personnel (Total of 15 points)**

- i. Extent to which the proposed composition and team structure is appropriate for implementing the overall IQC, including cost effective approaches such as utilizing locally and regionally available resources to the extent practical; and
- ii. Extent to which the overall staffing plan, including the proposed key personnel and those of proposed subcontractors and entire team, demonstrates the relevant educational qualifications and experience with program management, engineering design, construction, contracting practices, capacity building, and technical assistance in similar circumstances in the developing world.

##### **3. Corporate Organization and Capabilities (Total of 10 points)**

Offeror's corporate experience including proposed contract team members' and subcontracts' experience with contracts of a similar nature, preferably in the developing world.

#### **4. Past Performance (Total of 10 points)**

Assessment of the Offeror's past performance will be based on reference checks and reviewing other past performance information. This evaluation factor will focus on the Offeror's, including proposed subcontractors' and any teaming arrangements, demonstrated:

- i. Timeliness of performance, including adherence to contract schedules, timely delivery of short-term technical advisors, and effectiveness of home and field office management to make prompt decisions and ensure efficient operation of tasks;
- ii. Cost control;
- iii. Quality of product or service, including how cooperative and effective the Prime was in fixing problems;
- iv. Customer satisfaction, including satisfactory business relationship to clients, prompt and satisfactory correction of problems, and cooperative attitude in fixing problems; and
- v. Effectiveness of key personnel, including effectiveness and appropriateness of personnel for the job, and prompt and satisfactory changes in personnel or deliverables when problems were identified either by the contractor or by the client.

NOTE - Offerors (inc. proposed subcontractors) without a record of relevant past performance or for whom information is not available will not be evaluated favorably or unfavorably for this criterion.

#### **5. Past Performance in Using U.S. Small Business Concerns (Total of 5 points)**

Demonstrated use of small business concerns under current and past contracts. As part of the evaluation of past performance in Section M of this solicitation, USAID will evaluate the extent you used and promoted the use of small business concerns under current and past contracts. The evaluation will assess the extent small business concerns participated in these contracts relative to the size/value of the contracts, the complexity and variety of the work small business concerns performed, and compliance with your SB subcontracting plan or other similar small business incentive programs set out in your contract. Record of actual and proposed use of small business concerns as subcontractors in USG contract as evidenced by the SF- 294s.

Offerors who are small business concerns or Offerors without a record of relevant past performance or for whom information is not available will not be evaluated favorably or unfavorably for this criterion.

#### **M.2.b TECHNICAL EVALUATION CRITERIA FOR TASK ORDER #1 (TOTAL OF 30 POINTS)**

The criteria listed below are presented by major category, so that Offerors will know which areas require emphasis in the preparation of information. Offerors should note that these criteria serve as the standard against which all technical information will be evaluated for Task Order #1 and serve to identify the significant matters which Offerors should address. Within each category, sub-criteria are considered equal in importance.

##### **1. Technical Understanding & Management Approach (Total of 15 points)**

Each Offeror's discussion of the Technical Understanding and Management Approach will be evaluated based upon the following sub-criteria:

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- i. Approach to program implementation including mobilization, identification of critical program objectives, and a timetable of program implementation;
- ii. Understanding of the constraints to operating in the social, political, and security environment of Afghanistan; approach to coordination with national and local officials and leaders of Afghanistan, the U.S. Military, USAID, other USG agencies, other donors and international and local NGOs, and other USAID assistance providers;
- iii. Description of management structure, staffing, designation of key personnel and their roles, level of effort, relationship between home office and field staff and their respective authorities and degree to which Afghans are incorporated into management structure, including ex-combatants; and
- iv. Approach to selecting and managing subcontractors and construction activities including subcontracting with local/regional and Afghan firms (significant work) and approach to construction financing.

**2. Staffing Plan & Qualifications of Proposed Key Personnel (Total of 15 points)**

- i. Extent to which the proposed composition and team structure is appropriate for implementing Task Order #1, including cost effective approaches such as utilizing locally and regionally available resources to the extent practical; and
- ii. Extent to which the overall staffing plan, including the proposed key personnel and those of proposed subcontractors and entire team, demonstrates the relevant educational qualifications and experience with program management, engineering design, construction, contracting practices, capacity building, and technical assistance in similar circumstances in the developing world.

**M.2.c TECHNICAL EVALUATION CRITERIA FOR TASK ORDERS #2 and #3 (TOTAL OF 10 POINTS FOR EACH FOR A TOTAL OF 20 POINTS COMBINED)**

The criteria listed below are presented by major category, so that Offerors will know which areas require emphasis in the preparation of information. Offerors should note that these criteria serve as the standard against which all technical information will be evaluated for Task Orders #2 and #3 and serve to identify the significant matters which Offerors should address. Within each category, sub-criteria are considered equal in importance.

**1. Technical Understanding & Management Approach (Total of 5 points for each)**

Each Offeror's discussion of the Technical Understanding and Management Approach will be evaluated based upon the following sub-criteria:

- i. Approach to program implementation including mobilization, identification of critical program objectives, and a timetable of program implementation;
- ii. Understanding of the constraints to operating in the social, political, and security environment of Afghanistan; approach to coordination with national and local officials and leaders of Afghanistan, the U.S. Military, USAID, other USG agencies, other donors and international and local NGOs, and other USAID assistance providers;

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- iii. Description of management structure, staffing, designation of key personnel and their roles, level of effort, relationship between home office and field staff and their respective authorities and degree to which Afghans are incorporated into management structure, including ex-combatants; and
- iv. Approach to selecting and managing subcontractors and construction activities including subcontracting with local/regional and Afghan firms (significant work) and approach to construction financing.

## **2. Staffing Plan & Qualifications of Proposed Key Personnel (Total of 5 points for each)**

- i. Extent to which the proposed composition and team structure is appropriate for implementing Task Orders #2 and #3, including cost effective approaches such as utilizing locally and regionally available resources to the extent practical; and
- ii. Extent to which the overall staffing plan, including the proposed key personnel and those of proposed subcontractors and entire team, demonstrates the relevant educational qualifications and experience with program management, engineering design, construction, contracting practices, capacity building, and technical assistance in similar circumstances in the developing world.

## **“M.4 PRICE/BUSINESS EVALUATION**

Cost Proposals submitted for Task Orders #1, #2, and #3 will not be scored, but they will be a selection factor and considered in making a best value determination in accordance with FAR Subpart 15.4. As stated in Section L, no Cost Proposal is required for the basic IQC.

(a) Cost Proposals for Task Orders #1, #2, and #3 will be analyzed as part of the overall evaluation. Budgets will be evaluated for cost realism, completeness, reasonableness, and competitiveness of ceilings for fees and indirect rates.

(b) Cost realism is an assessment of accuracy with which proposed costs represent the most probable cost of performance, within each Offeror's technical and management approach. A cost realism evaluation shall be performed as part of the evaluation process: (a) to verify the Offeror's understanding of the requirements; (b) to assess the degree to which the Task Order Cost Proposals accurately reflect the approaches and/or risk assessments made in the technical and management approach as well as the risk that the Offeror will provide the supplies or services for the costs proposed; and (c) to assess the degree to which the costs included in the Task Order Cost Proposals accurately represent the work effort included in the respective Task Order Technical Proposals.

(c) The results of the cost realism analysis will be used as part of the Agency's best value/tradeoff analysis. Although technical evaluation criteria are *significantly* more important than cost, the closer the technical evaluation scores of the various proposals are to one another, the more important cost considerations will become. Therefore, the evaluation of costs proposed for Task Orders #1, #2, and #3 may become a determinant factor in making award.”